

# Kentucky Rural Water Association

Helping water and wastewater utilities help themselves

December 29, 2004

RECEIVED  
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PUBLIC SERVICE  
COMMISSION

Ms. Beth O'Donnell  
Public Service Commission  
P. O. Box 615  
Frankfort, KY 40602-0615

Case 2005-00015

Dear Ms. O'Donnell:

Kentucky Rural Water Association will host its 2005 Management Conference at the Sloan Convention Center in Bowling Green, Kentucky on February 14-16, 2005. We request that this training be approved for commissioners as referenced in HB-75, KRS 74.020.

Please find enclosed a training summary, which includes a timed agenda, a description of each session, and speaker biographies. The Kentucky Board of Water Treatment and Distribution System Operators has approved this course for nine (9) hours of continuing education training. A copy of their approval is also enclosed.

With this letter and enclosures, Kentucky Rural Water Association is requesting the approval of nine (9) hours for commissioner and board member training. If additional information is needed, please do not hesitate to call.

Sincerely,

*Phillip East*  
Phillip East  
Education Services Director

jc

Enclosures

# TRAINING SUMMARY

## 2005 Management Conference

### *Team Rural Water*

February 15 – 16, 2005

Sloan Convention Center/University Plaza Holiday Inn Hotel

Bowling Green, Kentucky

Presented By: Kentucky Rural Water Association

Learning Objective: This two-day management conference will be directed toward the operators, managers, office personnel, and decision-makers of water and wastewater utilities throughout Kentucky. The theme of our 2005 Management Conference is “*Team Rural Water.*” The goals and benefits of safe drinking water and properly treated wastewater will be examined and encouraged through partnerships, alliances, work groups, and the existing network of utilities, peers, technical assistance providers, industry professionals, and governmental agencies.

A timed agenda, speaker bios, and a brief description of each session follows:

### **DAY ONE – TUESDAY, FEBRUARY 15, 2005**

7:30 a.m. – 6:30 p.m.                      Registration

8:15 – 8:30 a.m.                              Welcome and Introductions  
Phillip East, Education Services Director  
Kentucky Rural Water Association

#### **Session One**

8:30 – 10:00 a.m.                              Financing Your Water and Wastewater Utility *Team*  
Clay Kelly, Strand Associates

This introductory session will provide one and one-half (1 ½ ) hours of training and will concentrate on identifying some on-going costs of everyday utility operations. It will also examine some of the anticipated costs of long-range system up-grades, expansions, and new facilities construction. Mr. Kelly, voted National Young Engineer of the Year by the National Society of Engineers, was instrumental in helping to provide engineering services to the Logan/Todd Regional Water Commission. Available sources, well-trained certified operators, advanced technology, and stringent compliance issues, will be addressed in this assessment of available financing strategies from the water and wastewater industry professional engineer perspective.

10:00 – 10:15 a.m.                              **BREAK**

#### **Session Two**

10:15 – 11:45 a.m.                              The Tax Man Cometh – *Is Your Utility Playing by the IRS Tax (Team) Rules?*  
Ray McLennan, Internal Revenue Service

Session Two will provide one and one-half hours of classroom training and will focus on proper reporting of employee wages by water and wastewater employees. A court-certified tax expert, Mr. McLennan works with the Government Entities Division of the IRS. From regulations, to “supper money” to cell phones, operators, managers, office personnel and decision makers will benefit from Mr. McLennan’s twenty-eight years of service with Federal, State, and Local entities of government.

11:45 – 1:15 p.m.                    **LUNCH (On Your Own)**

### **Session Three**

1:15 – 2:00 p.m.                    Health Insurance for the Home (Utility) *Team*  
Jim Coulter, Insurors of Kentucky

This first topic of this Session Three will offer .75 hours of classroom training and will address the Water and Wastewater Utility experience with employee health coverage. Operators, managers, and all staff members are in need of adequate health insurance. Mr. Coulter will discuss employer benefits and employee benefits, but will especially focus on how a utility can offer a health insurance package that emphasizes improving the health of employees.

2:00 – 2:45 p.m.                    *Team* Property, Liability, and Risk Management  
Sue Porter and Keven Moore– Public Entity Insurors

This second topic of Session Three will offer .75 hours of classroom instruction and will focus on all aspects of water and wastewater utility insurance, excluding health. Property, casualty, and umbrella coverage will be addressed, with special emphasis on professional liability and wrongful acts. Learn how daily operator practices – neat housekeeping, well maintained facilities, painted structures, and fenced properties – affect underwriting costs for the typical water or wastewater utility while assuring adequate protection for employees, customers, and property.

2:45 – 3:00 p.m.                    **BREAK**

### **Session Four**

3:00 – 3:45 p.m.                    *Team* Pride  
Richard Thomas, Executive Director, P.R.I.D.E, Inc.

The first topic of Session Four will provide .75 hours of classroom training. The wastewater operator and the utilities that operate wastewater systems have an ally in the Pride Program. Working as part of the Pride team, operators, enforcement personnel, technical assistance providers, and volunteers have helped to promote environmental education. Mr. Thomas will update water and wastewater utility operators on their contribution to efforts to clean and maintain our environment. Cleaning our waterways, reducing runoff from straight pipes or failed septic systems, and helping to improve existing wastewater treatment capabilities, is part of *Team* Pride and *Team Rural Water*.

3:45 – 4:30 p.m.

The *Certification (Team) Experience*  
Charles Clark, Manager, Certification Branch, Kentucky  
Division of Water

The second topic of Session Four will provide .75 hours of classroom training and will inform and up-date water and wastewater utility operators on the function, purpose, and goals of this primacy agency team member. The purpose of this session is to learn about certification training, continuing education training, alternate training providers, the certification boards, standardized testing, and the future of online training for water and wastewater personnel in Kentucky.

## TOTAL HOURS FOR DAY ONE

**6.0**

### DAY TWO – WEDNESDAY, FEBRUARY 16, 2005

7:30 a.m. – 11:45 a.m. Registration

8:15 – 8:30 a.m. Welcome and Announcements  
Phillip East, Education Services Director  
Kentucky Rural Water Association

#### Session One

8:30 – 10:00 a.m. An Intrusion Exercise: *Team* Utility and Community  
Responses to Critical Emergencies  
Brian Frazer, USEPA, Washington  
Paul Lashbrooke, Webster County Water District  
David Peterson, Caveland Environmental Authority

Session One of day two will provide one and one-half (1 ½ ) hours of classroom training. Focusing on intrusion events that could range from vandalism to actual terrorist activities, this panel of professionals will address some of the complexities of pre-planning and responding to potential or actual threats. Water and wastewater system responses will be based on what we have learned from vulnerability assessments and emergency response plans. The goal of this presentation is to allow water and wastewater utility personnel the opportunity to evaluate their vulnerabilities and recovery capabilities.

10:00 – 10:15 a.m. **BREAK**

#### Session Two

10:15 – 11:00 a.m. The Compliance *Team*  
Lora Gowins, Kentucky Division of Water

The first part of Session Two will provide .75 hours of classroom training and will focus of compliance issues identified by the primacy agency as being current and applicable to water and wastewater systems. Particularly, sampling, monitoring, and reporting tools available from the drinking water branch will be discussed. Electronic submission of data and specific tools available to utilities will be addressed.



# D. Clay Kelly, PE

## Education

B.S. Mechanical Engineering – University of Louisville, 1993

## Registration

Professional Engineer in Kentucky, Civil

## Field of Expertise

Design, project management and construction administration of community water supplies; Business development; Client maintenance; Right of way acquisition; and Staff training.

## Positions Held

Strand Associates/PEH Engineers 1996-Present  
Business Development/Project Engineer, Assistant Director of Marketing

Baptist Mission of Ethiopia 1993-1996  
Water Development Engineer

## Professional Experience

Water Development – Responsible for design, construction, and implementation of seven rural water systems for villages and communities in Ethiopia. These projects included both gravity and pump supplied systems, constructed under challenging conditions while working in the Amharic language. Water customers ranged from 150 to 3,000 people. Facilitated community meetings involving local customers and government officials; analyzed water needs and source quantity and quality; surveyed routes and facility sites; completed preliminary and final designs; developed construction schedule, materials list, and costs; wrote project reports in order to apply for funding; purchased and transported materials; oversaw importation of materials into Ethiopia; managed laborers; hand dug pipelines; hand mixed concrete and performed masonry work; cut, threaded and connected pipes. Projects included spring eye protection; stone masonry storage tanks up to 10,000 gallons; pump and motor sizing; distribution lines including pipe sizing, depth, material and routes, up to 16,000 lineal feet; overflow usage including buffer tanks, laundry facilities, and livestock watering troughs; distribution points of single and multi-tap outlets. Assisted in the retrieval and replacement of a water well pump which had fallen from the riser pipe in a 385' well shaft. Aided in design and construction of hand dug wells and surface mounted hand pumps. Provided assistance to erosion control programs, selecting new rural roadway routes, and designing improvements to existing roads.

Water Quality – Performed stream and river sampling on the Ohio River and its tributaries as part of the federal Combined Sewer Overflow program and for the regional Ohio River Valley Sanitation Commission.

Client Maintenance and Development – Responsible for developing new client base from which future projects will emerge. Extensive training focused around gaining working knowledge of several aspects of design engineering. These include: wastewater conveyance and treatment, water treatment and distribution, site development, industrial permitting and environmental regulation compliance, and comprehensive infrastructure planning.

Right of Way Acquisition – Served as Acquisition Agent/Negotiator on the Kentucky Transportation Cabinet's KY555 Project.

## Presentations

"Water Development in Ethiopia"  
American Society of Civil Engineers  
International Right of Way Association  
City of Elizabethtown Rotary Club

"Regional Water Supply – The Logan-Todd Project"  
Kentucky Rural Water Association Training Seminars

## Raymond E. McLennan

2765 Wayne Sullivan Drive

Paducah, KY 42003

Phone 270-442-2607 Ext.127

Home Phone 270-442-4290

Fax 270-443-8154

Federal, State, Local, Government Tax Specialist

Raymond E. McLennan is a revenue agent with the Internal Revenue Service. He has worked for the IRS for 28 years. Mr. McLennan covers the Kentucky and Tennessee area for the Tax Exempt and Government Entities Division of the IRS and works in the federal, state, and local governments section of this division. He has been certified as a tax expert by the federal courts.

Ray lives in Paducah, Kentucky with his wife, three daughters and six grand children.

**JIM COULTER**

**Jim Coulter is a graduate of Western Kentucky University who started his insurance career with Travelers Insurance Co. in 1964 and reached the position of commercial lines manager for the State of Kentucky prior to Entering Independent Agency in 1974.**

**Currently he is president of Insurors of Kentucky, an insurance agency located in Bowling Green, Kentucky. Jim is active within the independent agency system having taught five (5) years in state licensing school. He is also past president of the Bowling Green Independent Agents Assn.**

**Mr. Coulter has been associated with Kentucky Rural Water Association as an agent providing insurance products and as an advisor on insurance related issues since 1975. He continues to be a strong supporter of KRWA functions.**



**Sue G. Porter**  
**2129 Naples Lane**  
**Lexington, KY 40513**  
**859-221-2779**

### **Employment History:**

**1998-Present RGC/Public Entity Insurance – President of Public Entity Insurance, a Division of the Roeding Group Companies**

Responsibilities include overall management of the Public Entity program with a premium volume in excess of \$22,000,000. Duties also include travel within Kentucky's 120 counties soliciting new PEI business and working with current and potential clients to establish insurance programs to meet their needs.

**1997-98 Fritts-Million Insurance – Account Executive**

Duties Included: Formation of public entity program which placed over \$2,000,000 with exclusive public entity carriers. Formed PEI in 1998, which merged with Roeding Group Companies.

**1978-97 KACo All Lines Fund – Account Executive**

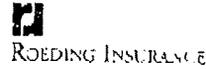
Duties Included: Managing county newsletters, conventions and exhibits. Also served as legislative lobbyist and liaison to Kentucky county officials. Helped form KACo property and liability insurance fund in 1987, which included membership of 114 counties and over 600 political subdivisions.

### **Education:**

May 1984 Kentucky State University – BA/Psychology

### **Licenses:**

Property & Casualty License	1989
Life & Health License	1997



## **Keven G. Moore- Bio**

Roeding Group Insurance's Risk Management Services department is directed by Keven G. Moore who has over 15 years of experience in the Safety & Loss Prevention field, with 12 years in the Insurance profession. Prior to coming on board with Roeding Group multi-million-dollar National accounts for Fireman's Fund Insurance Company.

He earned a Masters of Science in Safety and Loss Prevention from Eastern Kentucky College on board with Roeding Insurance he served in the following positions:

### **Previous Positions**

- Midwest Loss Control Group Coordinator with Fireman's Fund - Chicago, IL
- Senior Loss Control Consultant with Fireman's Fund - Lexington, KY
- Senior Loss Control Consultant with EBI Companies in - Indianapolis, IN
- Director of Safety for Venture Department Stores - O'Fallon, MO
- Loss Prevention for McAlpins Department Stores - Lexington, KY

### **Industries of Service & Expertise:**

Apparel Manufacturing Industry  
Automotive Parts Remanufacturing  
Construction Industry  
Furniture Manufacturing  
General Manufacturing  
Metal Fabrication  
Mining Industry  
Moving & Storage Industry  
Nursing Homes  
Plastics Manufacturing  
Retail Industry  
Ready Mix Industry  
Sanitation  
Theater Industry  
Warehousing  
Uniform Cleaning Industry

Automotive Parts Manufacturing  
Corrugated Industry  
Food Distributors  
Lumber Industry  
Hospitality Industry  
Meat Packing Industry  
Mold Manufacturing Industry  
Municipalities & County Government  
Property Management  
Printing Industry  
Restaurant Industry  
Schools  
Steel Mill Industry  
Trucking  
Wire Manufacturing



**P**ERSONAL **R**ESPONSIBILITY IN A **D**ESIRABLE **E**NVIRONMENT

Richard Thomas is the Executive Director of PRIDE which serves 38 counties in southern and eastern Kentucky. The PRIDE initiative was launched in 1997 by Congressman Hal Rogers and the late General James Bickford. Their vision was to restore the natural beauty of their native region by encouraging citizens to take responsibility for protecting their environment and by providing the resources they need to accomplish this goal.

PRIDE unites volunteers with the resources of federal, state and local governments in order to clean the region's waterways, end illegal trash dumps and promote environmental awareness and education, while renewing pride in the region.

Mr. Thomas joined PRIDE in April, 2003 as chief operating officer and incoming executive director. He came to PRIDE after serving 5 ½ years as a principal assistant to the late Secretary Jim Bickford, working on his Open Dump Initiative and serving as the cabinet's representative on the PRIDE Executive Committee.

Prior to his time with the cabinet, Mr. Thomas served 26 ½ years in the U.S. Army.

## BIOGRAPHY

### **A. Charles Clark**

*Supervisor, Operator Certification Section*  
Department for Environmental Protection  
Division of Water  
14 Reilly Road  
Frankfort, KY 40601

Andrew Charles Clark received a Master of Arts in Education (area in biology) from Campbellsville University. He has taken graduate courses in biology, environmental science, and agriculture from Murray State University, Eastern Kentucky University, and the University of Louisville. Mr. Clark also holds a baccalaureate degree from Campbellsville College with a major in biology and a minor in chemistry.

Mr. Clark has been employed by the Kentucky Department for Environmental Protection for over 14 years. In his present position he supervises the Operator Certification Section which is responsible for maintaining accurate records for all certified water and wastewater operators in the state of Kentucky and providing preparatory type training for those desiring a new certification.

Mr. Clark served two years in the United States Navy as Aviation Boatswain Mate aboard the Lexington aircraft carrier. He has served on numerous Boy Scouts of America councils over the past years. Mr. Clark's teaching experience includes part-time positions in biology and chemistry from Eastern Kentucky University, Centre College, Lindsey Wilson College and Campbellsville University. He is knowledgeable in many aspects of farming from selling farm machinery and equipment to harvesting crops, operating a dairy and raising registered Angus cattle.

Charles has been married to Alice Ann (Grubbs) long enough to raise grown children (two sons and one daughter) and hopes for many grandchildren.

Name: Brian M. Frazer  
Employer: U.S. EPA Headquarters  
Title: Emergency Response Lead  
Office: Office of Water, Water Security Division  
Mailing Address: Ariel Rios Bldg, 1200 Pennsylvania Ave  
City/State/zip: Washington, D.C. 20460 MC (4203M)  
Phone: 202-564-0599  
FAX: 202-564-6392  
E-mail: [frazer.brian@epa.gov](mailto:frazer.brian@epa.gov)

Brian Frazer has been employed with EPA for 7 years and has over 22 years experience in the Clean Water programs. Brian is in the Office of Water, Water Security Division (WSD) where he serves as the Emergency Response lead. As a member of WSD he led the effort to develop the Baseline Threat Information document, which was mandated by Congress under the Public Health Security and Bioterrorism Preparedness and Response Act and signed by the President on June 12, 2002.

His Previous duties include oversight of municipal issues ( eg., SSOs - Sewer design criteria, Pretreatment Streamlining Rule, Pretreatment Performance Track Rule and the Evaluation of Mercury from Domestic source). In addition, Brian was the co-lead for the Pretreatment Project Excellence in Leadership (Project XL) Rule.

Other places Brian worked include the City of Hopewell Regional Wastewater Treatment Facility, Hopewell, VA., where he was a chemist for 6 years. After working for the City of Hopewell, Brian worked for the County of Fairfax, VA., where he was the Supervisor of the Industrial Waste Section.

Brian earned a Bachelors of Science in Microbiology with a minor in Chemistry from Virginia State University.

**BIOGRAPHY  
OF  
PAUL D. LASHBROOKE**

1316 Forest Avenue  
Maysville, KY 41056  
Hm: 606.564.4097 Wk: 606.564.4449

**SUMMARY:** Seasoned employee with exemplary track record in the highly competitive water utility industry. Especially adept at understanding the industry and exceeding expectations of performance.

**PROFESSIONAL HIGHLIGHTS:** Past Chairman of Buffalo Trace Water Supply Council (Five County Wide)  
Certified Water Treatment Plant Operator  
Class III – B #6379  
Certified Water Distribution Operator  
Class II – D #6286  
Elected to State Board of Kentucky Rural Water Association (KRWA)  
Currently serve as President of KRWA Board  
Past Chairman of Board of Directors of Western Lewis-Rectorville Water & Gas District

July 2000 – Present Superintendent of Webster County Water District

1997 – 2000 Superintendent of Western Lewis-Rectorville Water & Gas District

**EDUCATION:** B.S., Eastern Kentucky University  
Southeastern Christian College

**OTHER HIGHLIGHTS:** Eagle Scout – God and Country Award recipient, Former Scout Master  
Past President of Tollesboro Lions Club  
Past Chairman of Lions Club Fair  
Past Member, Board of Directors, Farmer’s Co-op Ins.  
Member Tollesboro Volunteer Fire Department  
Past Lewis County Chairman to elect former Governor

## **David Peterson**

Caveland Environmental Authority, Inc.

P. O. Box 463

Cave City, KY 42127

(270) 773-2887

David Peterson has been employed with Caveland Environmental Authority, Inc. since 1989. His present position with the corporation is CEO.

Duties over the past years have included being Head Wastewater Operator for Horse Cave and Cave City plants and the Pretreatment Coordinator. David holds a Class III Wastewater Operator license (#6132) and is a certified Wastewater Lab Analyst (#1-91-14).

He is currently working on a Business Management degree through Western Kentucky University. In the past he has taken Water Environment Federation Courses in Activated Sludge Process Control, Filamentous Microorganisms, and Filament Identification Lab. Additional continuing education in the area of wastewater includes in-depth study of the California State University Vols. I & II Treatment Plants, Pretreatment Inspection; Volume I Collection Systems; and Advanced Waste Treatment.

## **LORA GOWINS**

*Supervisor, Facility Planning & Compliance*

Drinking Water Branch

Department for Environmental Protection

Division of Water

14 Reilly Road

Frankfort, KY 40601

Lora Gowins received a B.S. in Environmental Science from Morehead State University in 1982. From 1983-1988 she was employed as Water Quality Supervisor at Kentucky-American Water Company. In 1989 Ms. Gowins began working for the Division of Water, Drinking Water Branch, in the Enforcement Branch. She worked in the Enforcement Branch until 1998 and left to take a position with the Kentucky Department of Parks. In November, 2003 she returned to the Division of Water in her current position of Supervisor of Facility Planning and Compliance.

The Compliance section is responsible for determining compliance with the Safe Drinking Water Act for all public water systems in Kentucky. This branch is responsible for managing the large database of compliance monitoring results and determines when violations have occurred.

## **Biography Gary Larimore**

Gary Larimore has been Executive Director of the Kentucky Rural Water Association since its formation in March, 1979. He received both Bachelor of Science and Master of Public Service Degrees from Western Kentucky University in Bowling Green, Kentucky.

Mr. Larimore is responsible for the administration and day-to-day operation of the Association's office and supervision of a nineteen-member staff. These duties include budgeting and financial management, personnel management, and acting as the primary representative with the membership, the board of directors, National Rural Water Association, various funding agencies, and other outside organizations. Additionally, Mr. Larimore serves as Secretary/Treasurer of the Kentucky Rural Water Finance Corporation, which was incorporated in 1995 for the purpose of assisting communities in obtaining competitive financing. Other primary duties include representing the Association's legislative and regulatory interests as a full-time lobbyist and working with water-related groups and organizations.

Mr. Larimore is the co-author of the *Kentucky Rural Wastewater Manual for Policymakers*, June 1993; *Kentucky Rural Water Assistance Manual*, January, 1990; *Water System Decision Makers – An Introduction to Water System Operation and Maintenance*, January 1988; and *Conserving Water and Energy – A Manual for Managers of Rural Water Utilities*, September, 1982. He has served on a variety of National Rural Water Association (NRWA) committees.

Gary is a native of Horse Cave, Kentucky. He lives in Warren County, Kentucky with his wife Rita Tupts Larimore, who teaches third grade at St. Joseph Catholic School in Bowling Green, Kentucky.

**Michael Harrod**  
**Manager**  
**Miscellaneous Tax Branch**  
**Division of Miscellaneous Tax**  
**Office of Sale and Excise Taxes**  
**Kentucky Department of Revenue**  
(502) 564-5649, Ext. 4146  
Fax: (502) 564-2695  
Email: Michael.harrod@ky.gov

As Manager of the Miscellaneous Tax Branch, Michael Harrod strives to uphold the mission statement of the Kentucky Revenue Cabinet – *Provide courteous, accurate and efficient services for the benefit of Kentucky and its citizens, and administer the tax laws of the Commonwealth in a fair and impartial manner.*

Mr. Harrod will be addressing HB 163, Utility Gross Receipts License Tax and how it will affect utility managers and office personnel.

ERNIE FLETCHER  
GOVERNOR



LAJUANA S. WILCHER  
SECRETARY

COMMONWEALTH OF KENTUCKY  
ENVIRONMENTAL AND PUBLIC PROTECTION CABINET  
DEPARTMENT FOR ENVIRONMENTAL PROTECTION  
FRANKFORT OFFICE PARK  
14 REILLY RD  
FRANKFORT, KY 40601

December 17, 2004

Phillip East  
Kentucky Rural Water Assoc.  
P.O. Box 1424  
Bowling Green, Ky. 42102-1424

Dear Mr. East:

During the December 14 and 15, 2004 meeting of the Kentucky Board of Certification of Water Treatment, Water Distribution, and Wastewater System Operators, your request for approval of courses entitled "2005 Management Conference-Team Rural Water" was evaluated. The board approved this course for the below listed hours.

Course Code:	Course Title:	Credit Hours:
DCA-2997	2005 Management Conference-Team Rural Water	Drinking Water Credits 9 hours.
DCA-2998	2005 Management Conference-Team Rural Water	Wastewater Non-Process Control 3.75 hours
DCA-2999	2005 Management Conference-Team Rural Water	Wastewater Process Control 2.25 hours

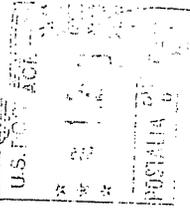
The hours earned for this course will be credited to each attendee's computerized training record. Please utilize the DCA event id number provided above in any future correspondence regarding this training. If you have any questions or need additional information, please contact the Operator Certification Section at (502) 564-3410.

Sincerely,

A handwritten signature in cursive script that reads "Sylvia Weber".

Sylvia Weber  
Operator Certification Section  
Division of Compliance Assistance





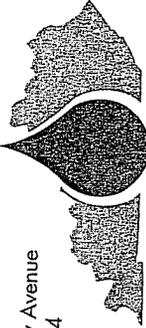
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PUBLIC SERVICE  
COMMISSION

# Kentucky Rural Water Association

3251 Spring Hollow Avenue  
Post Office Box 1424  
Bowling Green, KY  
42102-1424



Telephone  
270.843.2291  
Facsimile  
270.796.8623

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TO:

**MS. BETH O'DONNELL, EXECUTIVE DIRECTOR  
PUBLIC SERVICE COMMISSION  
P. O. BOX 615  
FRANKFORT, KY 40602-1615**